7.4 DEFINE DERIVED RELATIVE STATISTICAL PERIODS

Introduction

The "Relative statistical periods" option allows you to define the relative stat period(s) that will be used in your derived item definitions. The derived item program will NOT run if you have not defined relative stat periods.

"Relative stat period" is a concept used in StEPS to define statistical periods in a general way. Relative stat period "00" represents the current (or base) stat period, "01" represents one stat period back from the base stat period, "02" represents two stat periods back from the base stat period, etc. (e.g., 00 = 1999, 01 = 1998, 02 = 1997). For example, if you wanted to create a derived item to display the current-to-prior period ratio of a form item, you would have to define a relative stat period of "00" for the *current* stat period and "01" for the *previous* stat period.

Regardless of how many relative stat periods are used, "00" must <u>always</u> be included, since it represents the base stat period for the survey period being processed. For most surveys, relative stat periods "00" and "01" will be the only ones needed. Relative stat periods need only be defined once for a survey. Once defined, they become the default and will be used for all derived item programs, regardless of which stat period you are processing.

The relative stat periods defined for the derived item program are stored in PARMLIB.DRELSTAT.

Accessing the Screen

! Click on the SURVEY SPECIFICATIONS button from the StEPS Main Menu.

! Click on the DERIVED ITEM DEFINITIONS button from the Survey Specifications Menu.

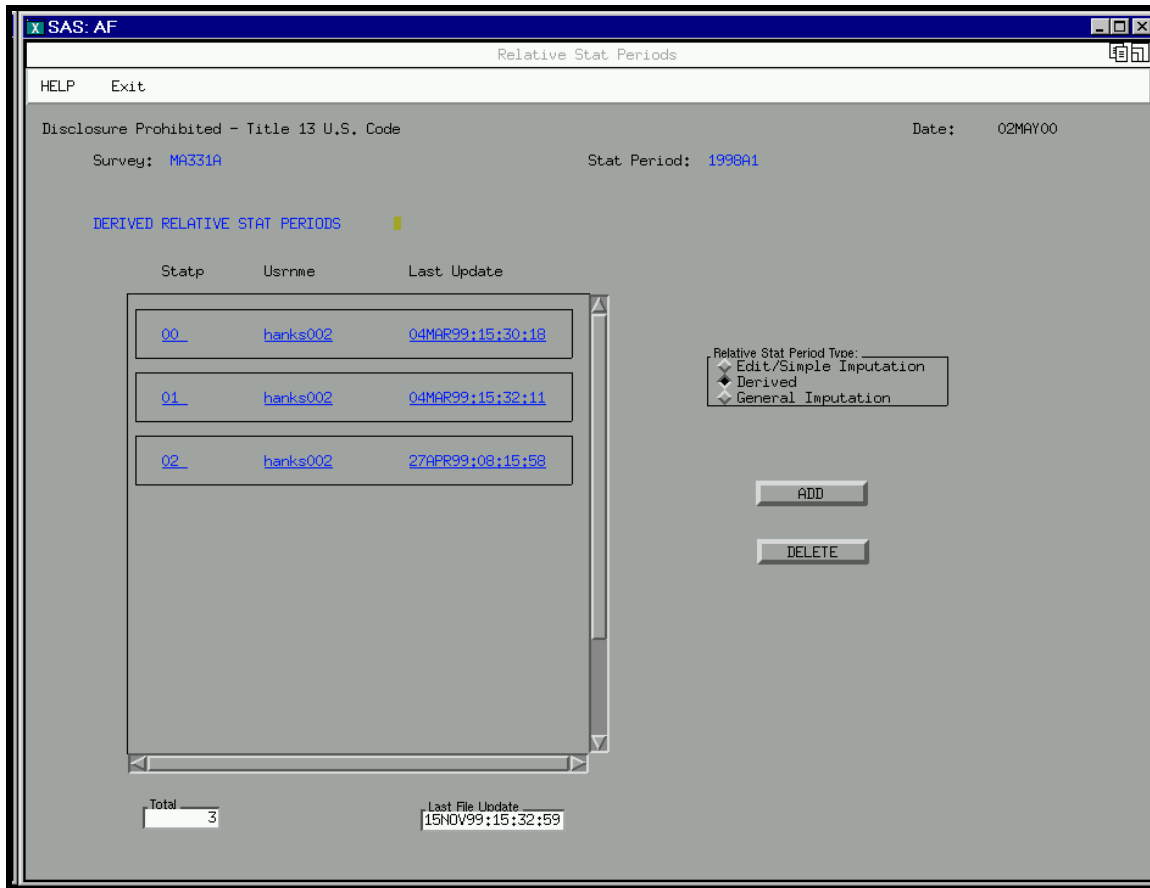! Select the "Relative Statistical Periods" option to display the following:

Figure 7.4.1   Derived Relative Statistical Periods

Screen Features

!   Relative stat periods must be defined not only for "derived items", but also for Edits and General Imputation. The relative statistical periods defined for each of these other processes are accessed via this same screen. Click on the "Derived" button in the radio box on the right side of the screen to specify relative stat periods for the derived item module. (This should be the default.)

!   The relative stat periods that have already been specified for the survey's derived items will display in the box on the left side of the screen. Columns of information include the following:

Statp   Relative stat period to be used in the derived item definitions ('00' = current stat period, '01' = 1 stat period back, '02' = 2 stat periods back, etc.)

Usernme   Username of the person who last entered/updated the relative stat period record.

Last Update   The date/time that the relative stat period record was last updated.

! The total number of relative stat periods specified in PARMLIB.DRELSTAT is displayed in the "Total" field.

! The date/time that the derived relative stat period file (PARMLIB.DRELSTAT) was last updated is displayed in the "Last File Update" field.

! To **ADD** a relative statistical period:

1. Specify the relative stat period "type" (i.e., derived).

2. Click on the ADD button to display a pick list of relative stat periods (i.e., 00 - 999).

3. Click on the relative stat period you wish to add. (You may only add one relative stat period at a time.)

4. Click on the "OK" button at the bottom of the screen to add the relative statistical period; otherwise, click "Cancel".

5. The newly added relative stat period should now display in the box on the left side of the screen.

! To **DELETE** a relative statistical period:

1. Specify the relative stat period "type" (i.e., derived).

2. Click on the DELETE button to display a pick list of relative stat periods. Only those relative stat periods that had previously been defined for your survey will be included in this list.

3. Click on the relative stat period you wish to delete. (You may only delete one relative stat period at a time.)

4. A confirmation message will display. Click "Yes" to delete the relative stat period; otherwise, click "No".

P-Menus

P-menu	Options	Function
HELP	Relative Stat Period Help (F1)	Display help information on using the Relative Stat Period screen
	WhoamI (F7)	Display user default and systems information
EXIT	StEPS Main Menu (Home)	Return to StEPS Main Menu
	Exit (F3)	Exit to previous screen